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March 1, 2010

The Honorable John Kavanagh, Chair
Joint Legislative Budget Committee
Arizona House of Representatives
1700 West Washington St.
Phoenix, AZ 85007

The Honorable Russell Pearce, Vice Chair
Joint Legislative Budget Committee
Arizona State Senate
1700 West Washington St.
Phoenix, AZ 85007

Gentleman:

Pursuant to A.R.S. § 41-3542C, the Government Information Technology Agency (GITA) submits for review its FY 2010 second quarter report of expenditures and progress of the Public Safety Communications Advisory Commission (PSCC or Commission), including a review of staff operations. This quarterly report covers the activities of the Public Safety Interoperable Communications Office within the Government Information Technology Agency (GITA-PSIC), the PSCC and the Statewide Interoperability Executive Committee (SIEC) – the operational/technical committee of the PSCC.

Background

The PSCC was established to make recommendations to GITA-PSIC on the development of a standard based system that provides interoperability of public safety agencies' communications statewide[1]. The Commission helps to ensure that Arizona's public safety personnel, at all levels of government and within non-governmental organizations, have access to quality interoperable communication systems, are adequately trained, and utilize such systems effectively in multi-disciplinary, multi-jurisdictional incident response.

Executive Summary

Arizona's strategic interoperability initiatives which will lead to a statewide interoperability system cover five key areas: Governance; Standard Operating Procedures; Technology; Training/Exercise; Usage/Outreach. The strategic initiatives in all five areas are listed in Attachment A and published in

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[1] A.R.S. § 41-3542C Advisory commission; powers and duties; report

Arizona's strategic plan for interoperability, entitled the Statewide Communications Interoperability Plan or SCIP.[2]

Key accomplishments are outlined below and include:

- Strengthening Arizona's Governance Model (SCIP Initiative #1)
- Annual Review and Update of the SCIP (SCIP Objective 1.1)
- Develop Tactical Interoperable Communication Plans (TICPs) (SCIP Objective 1.3)
- Implementation of CASM Inventory & Analysis Tool (SCIP Objective 1.3)
- Development of the AIRS Standard Operating Procedures (SCIP Initiative #4)
- Project Oversight of AIRS, Statewide Microwave Backbone Upgrade and State Strategic Technology Reserve (STR) (SCIP Initiatives # 5, 7 and 8)
- Promoting Functional Regional Systems in Support of Interoperable Communications (SCIP Initiative #6)
- Developing Training materials for the Arizona Interagency Radio System (AIRS) (SCIP Objective 10.1)
- Developing a Communications Unit Leader (COM-L) Training Program (SCIP Objective 10.2)
- Development of a high-level action plan for implementing a multi-year communications-focused regional Training and Exercise Plan (TEP) (SCIP Initiative #11)
- Stakeholder Outreach Sessions with regions interested in moving forward with regional technology planning for interoperable communications (SCIP Initiative # 6)

Governance

During FY 2010 second quarter, GITA-PSIC made solid progress on SCIP Initiative #1: Expanding and implementing our interoperable communications governance model. This initiative was identified as both short term and high priority, and is viewed as an essential precursor to achieving other key strategic interoperability objectives. Key activities in Governance during the second quarter FY2010 follow:

Strengthening Arizona's Governance Model (SCIP Initiative #1)
During the second quarter of FY 2010, the State drafted an Operating Principles document after conducting an analysis of the PSCC General Policies and Arizona State statutes impacting its operations. The Operating Principles document will outline how the PSCC and SIEC will operate. The State worked with the Governance workgroup of the PSCC and public safety stakeholders to solicit feedback on the role and functions of the PSCC, SIEC, and their workgroups. Additional discussions of further changes to our governance structure have been deferred until early 2010 when new PSCC appointees will be seated and when the updated SCIP, will be approved.

Annual Review and Update of the SCIP (SCIP Objective 1.1)
GITA-PSIC continued working with stakeholders during second quarter of FY 2010 on reviewing and updating Arizona's Statewide Communications Interoperability Plan (SCIP). The SCIP is the roadmap

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[2] http://www.azgita.gov/psic/initiatives

for development of standards based systems that provide interoperability statewide. The SCIP is also required by Federal Homeland Security in order for Arizona to receive federal grants for interoperability.

GITA-PSIC conducted numerous interviews with key State and local personnel in addition to other data gathering activities. GITA-PSIC also conducted two public review and comment periods, circulating updated drafts of the SCIP to the Public Safety Communications Advisory Commission (PSCC) and stakeholder's statewide.[3]. GITA-PSIC agendized the revised 2010 SCIP for final approval at the January 19, 2010 meeting of the PSCC.

Develop Tactical Interoperable Communication Plans (TICPs) (SCIP Objective 1.3)
TICPs document the interoperable communication resources available within a designated area, who controls each resource and what rules of use or operational procedures exist for the activation and deactivation of these resources. The TICP for the Yuma region was completed in second quarter of FY 2010 through a Federal Technical Assistance grant secured by GITA-PSIC. GITA-PSIC continues to work with our regional and federal partners on identifying resources to develop TICP's for other regions in Arizona.

Utilization of CASM Inventory & Analysis Tool (SCIP Objective 1.3)
During the second quarter of FY2010, the State finalized a Memorandum of Understanding or MOU with the City of Phoenix to transfer funding to the State for populating the Communications Assets Survey and Mapping (CASM) tool. The tool enables states to map their interoperability assets on a regional and statewide level. The CASM project is funded by a $220,000 Interoperable Emergency Communications Grant Program (IECGP) from Federal Department of Homeland Security (DOHS). Project implementation will begin in the third quarter FY 2010.

Standard Operating Procedures (SOPs)
AIRS supports VHF, UHF and 800 Mhz frequencies used throughout the State with a cross-band repeater configuration that allows communication between bands. The lack of a standard SOP for this system to date has been a significant impediment to its effective use in support of interoperability.

Activities during the second quarter FY 2010 in regard to the AIRS SOP include:
- Outreach to AIRS monitoring and dispatching agencies to ascertain usage and practices
- Development of plans for an AIRS Training program (see Training and Exercise section below).
- Tackling AIRS-related oversight issues including:
    - Monitoring Coverage
    - Testing
    - Appropriate use of regional and statewide channels

During the second quarter FY 2010 GITA-PSIC completed development of the AIRS Standard Operating Procedures (SCIP Initiative #4). In addition, the AIRS SOP was approved in an open public meeting by the SIEC on October 14th, 2009 and posted to the PSIC website[4].

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[3] http://www.azgita.gov/psic/SCIP
[4] http://www.azgita.gov/psic/AIRS

Technology
Progress on Technology related interoperability projects during the second quarter of FY 2010 by GITA-PSIC and our partners include:

Deployment of remaining AIRS Suites (SCIP Initiative #5)
Project Oversight of Arizona Interagency Radio System (AIRS) projects: AIRS has now expanded to 33 sites throughout Arizona. The Wireless Systems Bureau of DPS (DPS/WSB) has been unable to access the planned site for installation of an AIRS suite in La Paz County, the only remaining county without an AIRS suite. DPS/WSB has identified an alternate site for installation of an AIRS suite, which is physically located outside of La Paz County, but would provide AIRS coverage to La Paz. The selection of this alternate site has been agendized for SIEC approval on January 19, 2010.

Implement, Enhance and Promote Functional Regional Systems in Support of Interoperable Communications (SCIP Initiative #6)
GITA-PSIC is working with Arizona Department of Homeland Security to identify funds for regional planning for the CRIT tribe, which covers a large portion of La Paz County.

GITA-PSIC is working with Mohave County to identify alternate sources of funds for regional planning since Mohave was not awarded a requested federal technical assistance grant for such planning.

GITA-PSIC has had numerous meetings with Santa Cruz and Cochise Counties to advance regional border planning.

GITA-PSIC continues to work closely with other regional/local partners around the State, to further regional interoperability planning. (See the Outreach section below).

Upgrade the Statewide Microwave Backbone Infrastructure to Digital Technology (SCIP Initiative #7)
Project Oversight of DPS/WSB Project (SCIP Initiative #6): GITA-PSIC continues to monitor progress on the Digital Microwave upgrade closely. DPS/WSB completed activation of the 3 remaining digital microwave paths in the Southern Loop in second quarter FY 2010. DPS is in process of completing repair work for towers which were subsequently damaged by winter storms, impacting final digital activation of the Southern Loop. GITA-PSIC has requested that DPS/WSB brief the PSCC on project progress during the third quarter FY2010. DPS/WSB informs GITA-PSIC that it is prepared to brief the JLBC on the status of the Microwave project.

Implement the State STR (SCIP Initiative #8)
Project Oversight of Arizona Division of Emergency Management (ADEM) Strategic Technology Reserve (STR) Project: The end date for this project has been extended at the request of ADEM, to allow additional time for coordination with the Governor's Office on deployment of satellite phones/radios for continuity of government, and to address remaining field deployments and funding.

Upgrade Operable Communication Systems for State Agencies in Support of Interoperability (SCIP Initiative #9).

The State Agency Communications User Group, led by DPS/WSB, was formed and met in second quarter FY 2010. We will continue to meet with this group to support their planning efforts.

Training & Exercise
Accomplishments during the second quarter FY 2010 by GITA-PSIC and its partners regarding Training and Exercise initiatives and objectives are as follows:

Develop and Implement AIRS Training (SCIP Objective 10.1)
GITA-PSIC developed a project plan for the creation of AIRS training materials, funded by the federal Interoperable Emergency Communications Grant Program (IECGP). Project implementation will begin during the third quarter FY 2010.

Implement COM-L Training Program (SCIP Objective 10.2)
The SIEC Communications Unit Workgroup met and discussed proposed roles for the State and local jurisdictions in the Communications Unit Leader (COM-L) certification and tracking process. The group proposed a state level group consisting of COM-L experts who would provide feedback and recommendations to local jurisdictions. The workgroup has solicited and received valuable feedback from public safety stakeholders and the SIEC and will continue to refine their ideas regarding this program. It will propose updates to its program ideas in third quarter FY 2010.

Develop and Implement a Strategy for Exercises Focused on or Incorporating Interoperable Communications (SCIP Initiative #11)
As part of the development of the States' 2010 SCIP, a high level action plan for implementing a multi-year communications-focused regional Training and Exercise Plan (TEP) and a consolidated statewide TEP was developed by GITA-PSIC. In addition, the State submitted a grant application as part of the FY2010 Interoperable Emergency Communications Grant Program (IECGP) to hire a part-time Training & Exercise Coordinator for providing critical assistance to jurisdictions as they plan, train and exercise to meet the Goals of the National Emergency Communications Plan (NECP). The State expects to know the status of this grant application by the second quarter FY 2011.

Usage & Outreach
The State conducted two Stakeholder Regional Road shows during the second quarter of FY 2010 with regions interested in regional interoperability planning (SCIP Initiative # 6). Discussion points at these meetings included updated information on interoperable communications projects and resources available to the regions for advancing interoperability efforts. State agency representatives met with public safety agencies and stakeholders with the Colorado River Indian Tribe and La Paz County on November 23, 2009, and with Santa Cruz County on October 21, 2009.

Additional Usage & Outreach activities during second quarter FY 2010 included:
- Collaboration with technology experts, organization leaders and cross-discipline, cross-jurisdictional first responders
- PSCC, SIEC, and Stakeholder recruitment and support
- Participation in Training and Exercises

- Outreach to stakeholders regarding upcoming FCC Narrowbanding requirements, National Emergency Communications Plan (NECP) requirements, Federal Grant Opportunities, GITA-PSIC activities and AIRS

GITA-PSIC staff participated in many meetings throughout the State during the second quarter FY 2010, including: Arizona Fire Districts Association Executive Board; Cochise County Emergency Medical Services Council; Collaborative Border Regional Alliance; Colorado River Indian Tribe regional outreach; Maricopa County Sheriffs Office; Mohave County regional outreach; National Statewide Interoperability Coordinators Meeting; Northern Arizona Emergency Medical Services Council; Phoenix Regional Wireless Cooperative (RWC); Phoenix UASI Communications Subcommittee; Phoenix UASI; Phoenix Fire Department; Santa Cruz County regional outreach; Southwest Border Communications Working Group; Southern RAC; Western RAC; and the Yuma region TIC-P Workshop.

Public Meetings
SIEC Meeting – October 14, 2009 – Agenda items: COM-L Working Group Progress Report, Operating Principles Document Review, AIRS Standard Operating Procedures Framework, Revisions and Approval

PSCC Governance Workgroup Meeting – October 14, 2009 – Agenda items: Arizona's Statewide Communications Interoperability Plan (SCIP) Revision, Operating Principles Document Review, Regional Governance.

PSCC Public Conference Call – December 16, 2009 – Agenda item: Approval of PSCC Annual Report.

Budget
For FY 2010, $818,700 was appropriated from the General Fund to the Government Information Technology Agency for the public safety communications program. Laws 2009, 5th Special Session, Chapter 1, SB1001 reduced the appropriation by $61,400 to $757,300. As of December 31, 2009, $301,659.26 had been expended or encumbered. A breakdown of expenditures by category is attached as Attachment B: FY2010 Q2 GITA-PSIC Expenditures. GITA-PSIC continues to realize vacancy savings and utilize federal grants whenever possible to support its goal of advancing interoperable communications in Arizona in the most fiscally responsible manner.

Remaining funding includes the $2.2M of non-lapsing Anti-Racketeering Fund monies specified in the General Appropriation Act footnote as legislatively intended for use for the detailed design of the long-term interoperability solution. No expenditures associated with this fund occurred during the second quarter of FY2010.

The GITA-PSIC office continues to put in place the necessary framework for interoperability through implementation of the SCIP Strategic Initiatives, including development of regional interoperability plans (Initiative #6). These regional plans, once in place, are a key aspect of the State's long term interoperability solution, and will inform the eventual detailed design. Prior to expending any of these monies, GITA-PSIC will submit a required expenditure plan to JLBC for review.

Technical Assistance Requests
The OEC/ICTAP Technical Assistance (TA) program works to ensure, accelerate, and attain operable and interoperable emergency communications nationwide through the offering of Technical Assistance grants to the States.

GITA-PSIC was awarded two TAs for 2010 as follows:
1. RIC-PKG: Regional Communications Enhancement Package (Four Southern AZ Border Counties) - Early 2010
2. GOV-ASMT: Governance Structures Assessment for PC-WIN (Pima County) - Early 2010

Please don't hesitate to contact me with any questions you might have regarding activities of GITA-PSIC, PSCC and SIEC.

Best wishes,

Chad Kirkpatrick
State CIO & Director

Cc: Matt Morales, Director of Communications & Intergovernmental Affairs, GITA
       Lisa Dee Meyerson, Manager, PSIC Office, GITA
       Ted Nelson, Assistant Fiscal Analyst, Joint Legislative Budget Committee

Attachment A: Strategic Initiatives and Supporting Objectives
Attachment B: FY2010 Q2 GITA-PSIC Expenditures

Attachment A: *Strategic Initiatives and Supporting Objectives*

Arizona's Strategic Initiatives and Supporting Objectives are outlined in the 2010 Statewide Communications Interoperability Plan (SCIP):

	ID	SCIP Section	Strategic Initiative & Objectives	Priority	Term	Lead
Governance	1	5.8.1.1 1) 2) 3)	**Expand & Implement Interoperable Communications Governance Model & Plan** Conduct an annual review and update the SCIP as needed Develop TICPs and expand the utilization of CASM (2011) Strengthen the SIEC (2009).	High	Short (2010/2011)	PSIC Office
Governance	2	5.8.1.2 1) 2)	**Develop Long-term Plan for Statewide Interoperability for Voice and Data** Develop a Long-term Plan for Statewide Interoperability for Voice (2011) Develop a Long-term Plan for Statewide Interoperability for Data (2011).	Medium	Short (2011)	PSIC Office
Governance	3	5.8.1.3 1) 2) 3)	**Develop and Implement Long-term Funding and Sustainability Strategy for Interoperable Communications** Identify known local, state, tribal, federal and/or private funding streams that could be used to support interoperability Identify existing and projected interoperability projects in need of implementation and sustainment funding; determine funding requirements for each project Develop a statewide long-term interoperable communications funding plan.	Medium	Short (2011)	PSIC Office
SOPs	4	5.8.2.1 1) 2) 3)	**Establish a PSP Framework, and Implement PSPs, Including SOPS, for Statewide Interoperable Communications Solutions** Develop a statewide interoperable communications PSP Framework Develop consistent interoperable communications SOPs and SOP templates Implement developed SOPs statewide.	High	Short (2011)	PSIC Office
Technology	5	5.8.3.1 1)	**Complete AIRS by Deploying Remaining AIRS Suites** Provide AIRS coverage for each of the 15 Arizona counties.	High	Short (2011)	DPS/WSB
Technology	6	5.8.3.2 1) 2) 3) 4)	**Implement, Enhance and Promote Functional Regional Systems in Support of Interoperable Communications** Encourage partnerships in regional shared systems Support the development of new regional shared systems Provide enhancements to existing regional shared systems Develop interoperability connections between regional shared systems.	High	Long	Regional Partners
Technology	7	5.8.3.3 1) 2) 3)	**Upgrade the Statewide Microwave Backbone Infrastructure to Digital Technology** Complete the Microwave Southern Loop Connectivity (2010) Complete the Microwave Western Loop Connectivity (subject to funding availability) Complete the Microwave Northern Loop Connectivity (subject to funding availability).	High	Long (2017)	DPS/WSB
Technology	8	5.8.3.4 1) 2) 3)	**Implement the State STR** Pre-position and secure mobile interoperable communications assets for immediate deployment to impacted areas statewide in an emergency or major disaster Provide redundant communications assets which can reconstitute basic public safety/service communications in the event of a catastrophic communication failure Augment COG capabilities by providing a reserve of communications assets to government officials.	High	Short (2010)	ADEM
Technology	9	5.8.3.5 1) 2) 3)	**Upgrade Operable Communication Systems for State Agencies In Support of Interoperable Communications** Develop a plan to provide State Agency Users with continued access to operable public safety/service LMR communications in support of statewide interoperability Implement immediate solutions to enhance operable communication systems for State Agency Users in support of interoperable communications Implement upgrades to operable communication systems for State Agency Users in support of interoperable communications.	High	Long	DPS/WSB
Training & Exercises	10	5.8.4.1 1) 2) 3) 4) 5)	**Develop and Implement a Training Plan to Address Interoperable Communications** Develop regional multi-year communications-focused T&EPs Develop a statewide multi-year communications-focused T&EP Develop and implement AIRS training statewide Implement a COML Training Program and determine a credentialing protocol Implement a COMT Training Program and determine a credentialing protocol.	Medium	Short (2011)	PSIC Office
Training & Exercises	11	5.8.4.2 1) 2)	**Develop and Implement a Strategy for Exercises Focused on or Incorporating Interoperable Communications** Develop regional multi-year communications-focused T&EPs Develop a statewide multi-year communications-focused T&EP.	Medium	Short (2012)	PSIC Office
Usage & Outreach	12	5.8.5.1 1) 2) 3) 4) 5)	**Create and Implement an Education and Outreach Plan in Support of Interoperable Communications** Develop a statewide Education and Outreach Plan in support of interoperable communications that describes the plan for encouraging collaboration and educating policy makers and practitioners. Actively encourage and coordinate collaborative efforts to identify and address local, regional, tribal, and state barriers to advancing interoperability solutions and usage Travel to regions where interoperable communications are needed and conduct group and one-on-one meetings to understand first hand the challenges facing public safety and service agencies/organizations in advancing interoperable communications, and support stakeholders as they address these challenges Develop resources for interoperable communications to showcase success stories from across Arizona Develop partnerships with agency public information officers, communication managers, regional communication centers and emergency managers.	Medium	Short (2010)	PSIC Office

Attachment B: *FY2010 Q2 GITA-PSIC Expenditures*

FY 10 Quarterly Expenditures
Allocated Funds

	ALLOCATED AMOUNT	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	REMAINING BALANCE
PERSONAL SERVICES	$ 475,000.00	$ 94,004.54	$ 88,350.52			$ 292,644.94
ERE	$ 142,500.00	$ 55,176.51	$ 16,681.06			$ 70,642.43
PROFESSIONAL/OUTSIDE SVCS	$ 31,000.00	$ 18,037.85	$ (17,083.62)			$ 30,045.77
TRAVEL (IN STATE)	$ 5,000.00	$ 1,209.35	$ 233.35			$ 3,557.30
TRAVEL (OUT OF STATE)	$ 5,000.00	$ 750.05	$ 831.82			$ 3,418.13
OTHER OPERATING EXPENDITURES	$ 89,600.00	$ 8,260.57	$ 35,207.26			$ 46,132.17
CAPITAL EQUIPMENT	$ -					$ -
NON CAPITAL EQUIPMENT	$ 9,200.00	$ -	$ -			$ 9,200.00
	$ 757,300.00					**$ 455,640.74**
QUARTERLY EXPENDITURES TOTALS		$ 177,438.87	$ 124,220.39	$ -	$ -	
					FY 10 TOTAL EXPENDITURES	**$ 301,659.26**

FY 10 Quarterly Expenditures
Non Lapsing Funds

	ALLOCATED AMOUNT	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	REMAINING BALANCE
PERSONAL SERVICES	$ -	$ -	$ -	$ -	$ -	$ -
ERE	$ -	$ -	$ -	$ -	$ -	$ -
PROFESSIONAL/OUTSIDE SVCS	$ 358,500.52	$ -	$ -	$ -	$ -	$ 358,500.52
TRAVEL (IN STATE)	$ -	$ -	$ -	$ -	$ -	$ -
TRAVEL (OUT OF STATE)	$ -	$ -	$ -	$ -	$ -	$ -
OTHER OPERATING EXPENDITURES	$ -	$ -	$ -	$ -	$ -	$ -
NON CAPITAL EQUIPMENT	$ -	$ -	$ -	$ -	$ -	$ -
CAPITAL EQUIPMENT		$ -	$ -	$ -	$ -	$ -
REVERTED BY LEGISLATION	$ -	$ -	$ -	$ 358,500.52	$ -	$ (358,500.52)
	$ 358,500.52					**$ -**
QUARTERLY TOTALS		$ -	$ -	$ 358,500.52	$ -	
					FY 10 TOTAL REVERSION	**$ 358,500.52**

Note: Laws 2009, 49th Legislature, 1st Regular Session, Chapter 12, HB2643, Section 1 amended Laws 2004, chapter 275, section 67 and reverted the $358,500.52 in the FY2005 non-lapsing appropriation for design costs associated with a statewide radio interoperability communication to the General Fund.